

**City of Wyoming Assessor's Office**

**2020 July Board of Review**

**Important Appeal Information**

- The City of Wyoming July Board of Review will meet at Wyoming City Hall on July 21, 2020.
- Taxpayers may appeal in writing or in person.
- For those taxpayers filing written appeals, appeal forms and supporting documentation must be **in the possession of the City Assessor's Office no later than July 16, 2020.**
- For those taxpayers that wish to appeal in person, it is recommended that you make an appointment by calling (616) 530-7231 no later than July 16, 2020.
- Appeals by fax or email will not be accepted.
- Please contact the City Assessor's Office at (616) 530-7231 if you would like to file for a **Poverty Exemption** or a **Disabled Veterans Exemption.**

**Instructions for Filing a Written Appeal**

- 1) Complete page 1 of Michigan Department of Treasury **Form 618 Petition to Board of Review.**
- 2) Provide all relevant supporting documentation:
  - a) For BUSINESS PERSONAL PROPERTY TAX APPEALS, if you are appealing because you believe the business qualifies for a small business personal property tax exemption, you must attach a fully completed and signed Michigan Department of Treasury **Form 5076 Small Business Property Tax Exemption Claim Under MCL 211.9o.**
  - b) For BUSINESS PERSONAL PROPERTY TAX APPEALS, if you are appealing because you believe the business qualifies for an eligible manufacturing personal property exemption, you must attach a fully completed and signed Michigan Department of Treasury **Form 5278 Eligible Manufacturing Personal Property Tax Exemption Claim, Personal Property Statement, and Report of Fair Market value of Qualified New and Previously Existing Property (Combined Document).**
  - c) For all other appeals, attach all supporting documentation that you would like the Board of Review to take into consideration when reviewing your appeal. For example, if you are appealing your assessed value, you may want to attach such things as a list of properties similar to your own that sold between April 1, 2017 and December 31, 2019; a professional real estate appraisal with an appraisal date between April 1, 2017 and December 31, 2019; and/or photos of your home taken on or around December 31, 2019.
- 3) Mail or deliver all of the above to the following address:

**City of Wyoming Assessor's Office**

**Attn: July Board of Review**

**1155 28<sup>th</sup> Street, SW**

**PO Box 905**

**Wyoming, MI 49509**

*The City Assessor's Office is open Monday thru Thursday, 7am-5pm to answer your questions. Please call (616) 530-7231. Thank you!*